

**Administration Committee – 2014 Budget Hearings**  
**October 9, 2013**  
**Minutes**

**Committee members present:** Chair David Hintz, Ted Cushing, Sonny Paszak, Jerry Shidell and Denny Thompson.

**Others present:** Margie Sorenson (Finance), Supervisor Bob Martini, Paul Spencer and Mary Rideout (Social Services); Sheriff Grady Hartmann, John Sweeney and Jill Butzlaff, (Sheriff's Department); Ken Kortenhof (Emergency Management); Michael Schiek and Bonnie Wilcox (District Attorney); Mary Bartelt (County Clerk); Roger Luce and Phil Albert (OCEDC); Supervisor Billy Fried, Luann Brunette and Bruce Stefonek (Buildings & Grounds); John Bilogan (Forestry); Jonathan Anderson (media) and Kerri Ison (recording secretary).

**Call to order:** Chairman David Hintz called the meeting to order at 8:33 a.m. in the County Board Room of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

**Approve agenda:** Chairman Hintz noted the agenda was amended to include a possible closed session; however the amended agenda was not released to the press so the closed session will be postponed until 10/10/13.

- Motion by Cushing/Paszak to approve today's agenda as amended. All ayes; motion carried.

Hintz noted the budget process is going to be a lot of work and asked everyone to be respectful throughout the process. He also noted cuts will be made as the budget is approximately \$650,000 over the allowable levy limit.

**2014 budget preview:** Sorenson provided an overview of where the Committee is beginning and where it needs to go. She reviewed the 2014 budget summary noting if levy limit is exceeded the State will reduce shared revenue and general transportation aids. She provided a history of tax levy changes and tax rates statewide. Preliminary changes to gross 2014 tax levy were reviewed in detail. Discussion was held regarding wages, B&G equipment replacement process, increases in penalty and interest on taxes and interest earnings. Sorenson reviewed history of major revenues (sales tax, general interest earnings, Register of Deeds fees, Planning and Zoning fees, stumpage sales, Clerk of Court ordinance and penal fees, Clerk of Court fees, jail public charges-less commissary, penalty and interest on taxes and jail intergovernmental charges). Discussion was held regarding retiree health, personnel changes and major capital purchases. She also reviewed the history of the general fund, fund balances and continuing appropriation accounts—discussion followed.

- Motion by Cushing/Paszak to set a goal of a 0% increase in county levy for 2014. Lengthy discussion followed. To reach this goal \$1,268,000 must be cut and/or revenues must be increased. All ayes; motion carried.
- Motion by Cushing/Thompson to apply \$250,000 from the general fund to the 2014 budget. Ayes-four; nay-one. Motion carried.

**Social Services:** Paul Spencer presented Social Services 2014 proposed budget request. He provided a history of budgets, funding and revenues. He noted an increase in out of home placements of children. There is an increase in the overall budget due to wages. Chapter 55 is an issue as costs cannot be predicted—it is a mandated program. Currently the department negotiates placements at local facilities when possible to keep costs down and also try to divert to state/federal funded programs when possible. Discussion followed regarding intervention/prevention efforts.

- Motion by Cushing/Hintz to take \$45,000 from protective placements expenses and apply to the 2014 budget. All ayes; motion carried.

Discussion followed regarding funding for Tri-County Council.

- Motion by Paszak /Cushing to remove \$15,000 funding for Tri-County Council. All ayes; motion carried. Spencer will notify Tri-County of the decision.

Discussion followed regarding mandated/discretionary programs.

- Motion by Hintz/Cushing to tentatively approve the Social Services budget as amended and forward to full County Board. All ayes; motion carried.

**Sheriff's Department:** Sheriff Grady Hartman, Chief Deputy John Sweeney, Jill Butzlaff were present to discuss the Sheriff's Department 2014 proposed budget. Sheriff Hartman voiced his appreciation of the County's support for public safety and keeping taxes low. He reviewed scheduled projects and funding. Sweeney reviewed packet provided noting a total budget decrease of 0.25%.

Discussion followed regarding the computer forensic project. Sorenson noted the funding for the computer forensic project is coming from unused Phase II radio project funds and changing its purpose. Sweeney noted the Committee of Jurisdiction directed staff to reallocate those funds to the computer project. Lengthy discussion followed regarding the reallocation of these funds and approval processes. Hintz believes that type of funding should be put where it can best be used and applied to a prioritized project list which has yet to be developed. Sweeney requested the computer forensic project be included on that project list as child-targeted computer crimes are a departmental priority. The Committee felt the project should be addressed on a stand-alone basis and the expense needs to be justified. Sweeney respectfully requested being invited back if a vote is to be made regarding the computer project.

Discussion was held regarding recreation safety, patrol and paperwork time. Sweeney reviewed schedule of fees for the department.

Chairman Hintz noted the Committee continues to seek approximately \$950,000 in funding and asked for help from the Sheriff's Department to reach that goal. Sheriff Hartmann offered \$30,385 from the truancy and recreational safety line items but noted it would only be for 2014 and would need to find funding again in 2015. Discussion followed regarding funding amounts for the Dive Team. Cushing asked for an additional \$69,615 in cuts, if possible. Sweeney noted portions of the budget will be defunded. Discussion continued.

- Motion by Cushing/Hintz requesting the Sheriff's Department to reduce the budget by \$100,000 in tax levy and bring back results of that reduction effort on Friday, October 11, 2013 at 1:30 p.m. All ayes; motion carried.

**Emergency Management:** Ken Kortenhof presented budget summary for 2014 and reviewed in detail requesting \$4,233 less in 2014.

- Motion by Thompson/Paszak to tentatively approve the proposed 2014 Emergency Management budget as presented. All ayes; motion carried.

**District Attorney:** Michael Schiek and Bonnie Wilcox were present to discuss the District Attorney's 2014 proposed budget. LRES voted to restore funding for the law clerk internship (summer months) on the condition the position is matched by the UW. Funds are currently not included in this budget. Discussion followed.

- Motion by Cushing/Thompson to reduce 523303 (paper service) from \$18,500 to \$16,000 and increase 521901 (other professional services) by \$2,500. All ayes; motion carried.

**Recess:** The Committee recessed at noon and reconvened at 1:30 p.m. Sorenson reviewed actions taken this morning.

**County Clerk:** Bartelt was present to discuss the County Clerk's 2014 proposed budget. She reviewed line items in detail, noting the increase for the Deputy Clerk I position is not currently included in the budget as it requires County Board approval.

- Motion by Cushing/Hintz to reduce line item 51440.531102 (elections printing/duplication) from \$60,000 to \$50,000. Discussion followed. All ayes; motion carried.
- Motion by Cushing/Paszak to tentatively accept the County Clerk's 2014 amended budget and forward to County Board for consideration. Discussion followed regarding mail pickup and the possibility of having mail delivered to the Courthouse. All ayes; motion carried.

**General Insurance/Risk Management:** Bartelt reviewed the 2014 proposed budgets for risk management and insurance.

- Motion by take Cushing/Shidell to apply \$1,100 from 101.342014 to risk management revenue 51540.493014. All ayes; motion carried.
- Motion by Cushing/Shidell to reduce 51540.521901 (other professional services) by \$1,000. All ayes; motion carried.
- Motion by Cushing/Thompson to reduce 51930.521901 (other professional services) from \$5,000 to \$4,000. All ayes; motion carried.

Lengthy discussion followed regarding property and liability insurance line items, insurance and risk management, public liability, auto insurance, deductible amounts and workers compensation premiums.

- Motion by Hintz/Cushing to reduce line item 51930.51762 (worker's compensation) by \$20,000 to \$180,000. All ayes; motion carried.
- Motion by Hintz/Paszak to tentatively approve the 2014 General Insurance budget as amended. All ayes; motion carried.

**Economic Development:** Roger Luce and Phil Albert were present to discuss the proposed 2014 Oneida County Economic Development Corporation budget request. Luce provided a list of activities for the past year and reviewed in detail, noting the 2014 budget request is the same as last year. Albert (President, OCEDC) noted that with the hiring of Luce, the OCEDC services have expanded to other communities throughout the County and outreach has increased greatly. Hintz noted that Printpack is a major accomplishment in retaining jobs and possibly adding additional positions. Discussion followed regarding the business park.

- Motion by Cushing/Paszak to tentatively accept the Economic Development 2014 budget request as presented and forward to County Board for final approval. All ayes; motion carried.

**Buildings and Grounds:** Billy Fried, Bruce Stefonek and Luann Brunette were present to discuss the Buildings and Grounds 2014 proposed budget. Brunette reviewed the major renovation continuing appropriation account noting \$120,000 is allocated for the relocation/renovation of hearing room, space for Veteran's Service, space for Medical Examiner, expansion for County Clerk and supervisors, creation of a copy room, enlargement of the seating area for Social Services and relocation of the public use computers. The remaining balance is to be used to maintenance/repair of

the building's historical components. Brunette noted the Courthouse Remodeling Fund will be depleted once the hearing room is completed.

Discussion was held regarding the replacement of the boilers; potential cost is \$120,000. Stefonek reported the payback, based on today's energy costs for a 98% efficient boiler, is 17.5 years. The current life expectancy is 15 years. It was noted this project is not in this year's budget.

Lengthy discussion was held regarding staffing, changes made with the Buildings and Grounds department reorganization and the merging of Emergency Management and Sheriff's Department.

Discussion was held regarding increased phone charges due to delay of implementing VOIP and future costs.

- Motion by Shidell/Thompson to reduce line item 51560.522005 (telephone) by \$5,250. All ayes; motion carried.
- Motion by Cushing/Pasazk to reduce line item 51560.523214 (comm. equipment maintenance) from \$18,000 to \$13,000. All ayes; motion carried.

Discussion followed regarding the Courthouse Security Project and anticipated future costs. Phase 1 is expected to be complete by year end.

- Motion by Hintz/Shidell to reallocate \$1,500 from 51562.521601(DOA janitorial) to 51562.523210 (DOA elevator maintenance). All ayes; motion carried.

Shidell suggested privatizing "outside" work (i.e. snow removal, lawn maintenance). Brunette noted Buildings and Grounds previously contracted with the Highway Department but noted there were issues in getting the lots plowed in a timely fashion, as roads are first priority for that department. Safety is a concern on county property and the Buildings and Grounds staff is able to make these sites a priority when necessary.

- Motion by Hintz/Thompson to reduce the Buildings & Grounds project budget by \$15,000; \$5,000 reduction for each of the continuing appropriation accounts. All ayes; motion carried.
- Motion by Hintz/Cushing to tentatively accept the Buildings & Grounds 2014 proposed budget as amended. All ayes; motion carried.

Discussion followed regarding remaining hearings for today.

- Motion by Cushing/Thompson to defer consideration of the UW-Extension budget until Friday, October 11, 2013 at 2:00 p.m. All ayes; motion carried.

**Forestry:** John Bilogan was present to discuss the 2014 proposed Forestry budget. He noted increases in professional services for Highway Department mowing services and capital improvements for crack repair, seal coating and line painting of parking lots at Almon Park. Lengthy discussion followed regarding stumpage revenue.

- Motion by Cushing/Thompson to increase the stumpage revenue by \$25,000. All ayes; motion carried.
- Motion by Cushing/Thompson to tentatively approve the 2014 Forestry budget as amended and forward to County Board for their consideration. All ayes; motion carried.

Discussion followed regarding equipment replacement plan.

- Motion by Shidell/Thompson to reduce line item 56110.699001 (forestry equipment) by \$10,000. Discussion followed regarding RASTA contract. All ayes; motion carried.

**Corporation Counsel:** Brian Desmond was present to discuss the Corporation Counsel 2014 proposed budget. Discussion followed.

- Motion by Cushing/Paszak to forward the Corporation Counsel 2014 proposed budget to County Board for their consideration. All ayes; motion carried.

**Adjournment:** Motion by Paszak/Cushing to adjourn at 4:58 p.m. All ayes; motion carried.

Respectfully submitted,

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Kerri Ison, Recording Secretary

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David Hintz, Chair

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